

BEDFORD PLANNING BOARD
Town Hall— Second Floor Conference Room
Minutes
June 7, 2016

MEMBERS PRESENT: Jeffrey Cohen, Chair; Amy Lloyd, Acting Clerk; Sandra Hackman; and Shawn Hanegan

MEMBERS ABSENT: Lisa Mustapich

STAFF PRESENT: Glenn Garber, Planning Director; Catherine Perry, Assistant Planner and Cathy Silvestrone, Planning A.A.

STAFF ABSENT: None

OTHERS PRESENT: David Powell, Finance Committee; Meredith McCulloch, Bedford Citizen News; Judith and Gian Criscitiello (Residents)

Jeffrey Cohen, Chair convened the Planning Board meeting at 7:30 PM

Emergency Evacuation notice - read by Amy Lloyd, Acting Clerk

Amy Lloyd, Acting Clerk informed the public that the best way to stay informed of town board & committee meetings, agendas, and minutes is by subscribing to E-Info. on the town's website.

Note: All meeting submittals are available for review in the Planning Office.

OLD BUSINESS

1. Board to sign approved plans 30 Chelmsford Road/Gregory Drive Cluster Subdivision –

Applicant provided the Board with two mylar plans for signing. These plans (**Lotting Plan** dated November 23, 2015, revised on May 3, 2016 and signed by engineer on 6/6/16 and **Site Layout Plan** CE-1.1 dated November 24, 2015 with revisions on 1/6/16, 2/29/16 and 5/10/16) were approved at the May 24, 2016 meeting. Developer will provide corrected other plan sheets and incorporate copies of the signed mylar plans to create a complete plan set for Gregory Drive Cluster Subdivision.

Four Board members signed the presented mylar plans-- (Lisa Mustapich was absent)

2. Board's position on Sustainable Communities Bill –

Planning Director Garber provided Board members with the following materials relating to the Sustainable Communities Bill:

- S. 2144--An Act Promoting Housing and Sustainable Development in the Commonwealth (Handout from May 24, 2016 Webinar)
- Draft of the proposed Bill
- CHAPA (Citizens' Housing and Planning Association, Inc.) September 15, 2015 testimony of support for previous version S.122
- Section Analysis (Draft) for S.2144 outlining highlights or key changes from the old sections of the General Laws to the new.
- Summary of latest version, S.2311, revised for Senate hearing scheduled on June 8, 2016.

The Board reviewed, discussed, and thanked staff for providing helpful materials breaking down the Housing and Sustainable Communities Act; and voted as follows to allow MAPC to forward a favorable response from the Bedford Planning Board to Senate leadership.

MOTION: Shawn Hanegan moved to forward a favorable response regarding support of S. 2311, An Act Promoting Housing and Sustainable Development to MAPC for immediate distribution to Senate leadership. (Sandra Hackman seconded the motion)

VOTE: 4-0-0

3. Final Consideration of Business Zoning Request for Proposal

The Board discussed in some detail the latest iteration of the Business Zoning Request for Proposal in regard to the work that Chair Cohen and Planning Director Garber had performed on it to attain agreement with the Town Manager. Most of the effort was in attempting to quantify the Comparative Evaluation Criteria and to incorporate what had been the Special Merit Evaluative Criteria.

MOTION: Amy Lloyd moved to approve the latest iteration (dated 6/7/16) as the final version, with minor proofreading edits, for the Business Zoning Request for Proposal to perform a Comprehensive Analysis and re-writing of all Business District Zoning along the Great Road, from Shawsheen Road to North & Carlisle Road. (Shawn Hanegan seconded the motion)

VOTE: 4-0-0

4. Consideration of 56 Evergreen Avenue Planned Residential Development decisions--

Catherine Perry, Assistant Planner, provided the Board with the following two written decisions for the Planned Residential Development at 56 Evergreen Avenue that was approved on May 24, 2016, for consideration: **1)** Special Permit Decision with Findings and **2)** Certificate of Action for a Definitive Subdivision Plan.

Four attending Board members signed the aforementioned decisions. (Lisa Mustapich was absent)

REPORTS/DEVELOPMENT UPDATE: (verbal reports; non-deliberative)

- 1) Public meeting in Lexington regarding potential Balanced Housing Development on Grove Street (extension of Page Road near the Bedford/Lexington town line)— Residents Judith and Gian Criscitiello of Bedford and Bedford Planning Board members expressed concerns regarding a submission that was filed with the Town of Lexington Planning Board by North Shore Construction LLC for a sketch plan (preliminary) discussion of a Balanced Housing Development on a site of approximately 13 acres off Grove Street adjacent to Wright Farm, near the Lexington/Bedford town line. The proof plan, based on conventional development, shows 13 units and the developer's sketch plan is for 36 units under an alternative in Lexington's bylaw that requires a special permit. The main concern discussed this evening is the additional traffic this development could potentially generate on Bedford's roads, particularly on Page Rd, Route 62 and Hemlock Lane. Other potential concerns relate to impact on open space/ woodlands and trails. A June 15 public meeting in Lexington is scheduled to discuss this development. The Board agreed to forward a letter to the Lexington Planning Board expressing their concerns.

MOTION: Amy Lloyd moved to allow Sandra Hackman to draft a letter addressed to Lexington Planning Board's Chair sharing concerns discussed this evening regarding a conceptual plan that was filed to develop a Balance Housing Development on Grove Street Lexington near the Bedford/Lexington Line. (Shawn Hanegan seconded the motion)

VOTE: 4-0-0

- 2) Development Update Chart—Catherine Perry reviewed the status of various developments mentioned in the 6-1-16 update chart. Ms. Perry also mentioned that some shade trees were recently planted in the central area at Bedford Market Place Shopping Center in response to a question raised. Also, she has followed up on the site plan review of Patriots Place, 40-44 Wiggins Avenue, with a memo setting out the Board's recommendation and asked the applicant's engineer to add notes to the plan concerning the bike parking arrangements and the striping of a bike lane on the entrance driveway. She reported that she has been helping an appraiser working for the Town on properties in the Middlesex Turnpike area (related to the Middlesex Turnpike Improvement Phase 3 project), including explaining some with complicated histories.

- 3) MAGIC (Minuteman Advisory Group on Inter-local Coordination) Annual Meeting—Sandra Hackman reported that she was unable to attend MAGIC's June 2 Annual Meeting; however, she provided a copy of MAGIC's FY2017 Work Plan, and an update on its project to analyze opportunities for climate change adaptation and mitigation in MAGIC's 13 member towns. Board members briefly discussed the provided information and thanked Ms. Hackman for the update.

4) Transitional period post Planning Director Glenn Garber's retirement—

Chair Cohen reported that there has been discussion with the Town Manager about issuing a memo clarifying the roles and responsibilities for managing the Planning Department during the transitional period between Glenn Garber's retirement and the hiring of a new Planning Director. Town Manager, Rick Reed, said he would be glad to issue the memo if the Board wanted him to do so. The Board agreed to have Mr. Reed issue said memo and asked Chair Cohen to instruct Mr. Reed as such. The Board agreed that Catherine Perry should receive additional compensation for the transitional period for the additional managerial responsibilities that will be required of her. The incremental compensation would come from saved salary not paid to Glenn Garber during the transitional period.

MINUTES: May 10, 2016

MOTION: Sandra moved to approve May 10, 2016 Minutes with some minor edits. (Shawn Hanegan seconded the motion)

VOTE: 4-0-0

The Board expressed its appreciation for Glenn Garber's service as Planning Director.

ADJOURNMENT:

MOTION: Amy Lloyd moved to adjourn the meeting. (Shawn Hanegan seconded the motion).

VOTE: 4-0-0

TIME: 9:44 PM